

# HARDY COUNTY PUBLIC SERVICE DISTRICT

MARCH 6, 2024

4:30 P.M.

2094 US 220 South, Moorefield, West Virginia

Present: Logan Moyers, Rose Helmick, Robert Harper and Connie Sherman – HCPD. Monica Whyte – WVDH and Jerry Dotson – WVRWA.

The meeting was called to order at 4:36 p.m. by Chairman Robert Harper. The minutes of the February 7, 2024 regular meeting were presented. Robert Harper made a motion to approve the minutes as presented and Rose Helmick seconded the motion. It was unanimously approved.

## ***Unfinished Business:***

***New PSD Facility Project*** – Logan Moyers reported that the contractor is nearing completion on the construction of the District's new office & shop facility. A substantial completion walk through with the contractor is scheduled for March 27, 2024. It is anticipated a permanent move to the new facility will take place at the end of April or early May. The biggest obstacle in moving to the new location will be the relocation of the SCADA telemetry system. Moyers said the cost to relocate the system is \$7,600, which he hoped can be paid with construction contingency funds. Moyers said the District had hoped to be able to upgrade the transmitting radios at each of the District's 30 telemetry locations because the radios currently in place are obsolete, however the cost estimate to include new radios was in excess of \$80,000. The District now intends to replace the radios on an as-needed basis so that the operating budget isn't hit all at once. Board member Rose Helmick suggested the District explore the possibility of a Homeland Security grant to cover the expenses of new radios. Moyers will reach out to the Hardy County Office of Emergency Management about any available grants that could assist with the purchase of new radios. Moyers is also going to explore other telemetry system alternatives and will bring any suggestions before the board at a future meeting.

The paperwork for Pay Requisition #12 had not been provided by The Thrasher Group at the time of the meeting and therefore was not available for review. Moyers said the contractor had submitted a pay request, it just hadn't been processed by The Thrasher Group, but that the District would need to pay the contractor for the work performed. Moyers suggested the board take action to approve pay requisition #12 on the condition that all portions of the pay request be in accordance with the project budget. Robert Harper made a motion to approve Pay Requisition #12 as long as the requested amounts are within the project budget. Rose Helmick seconded the motion. It was unanimously approved. (NOTE: Pay Requisition #12 was received the next day in the amount of \$78,407.02. The breakdown of the pay request was \$76,837.02 to the contractor, Lantz Construction of Winchester, for construction work performed and \$1,570.00 to The Thrasher Group for architectural and engineering services.) Change Order #5 in the amount of \$26,424 was presented for approval at the meeting. This change order is for the construction of a stone drainage ditch around the building in the amount of \$8,277, a bird deterrent system for the maintenance shop and pipe storage areas in the amount of \$6,375 and required changes to the fire alarm system following the WV Fire Marshall's inspection in the amount of \$11,772 bringing the new contract amount to \$2,095,404.95. Robert Harper made a motion to approve Change Order #5 as presented. Rose Helmick seconded the motion. It was unanimously approved.

***Carla Acres II Water Storage Tank Project*** – Logan Moyers reported that the construction of the Carla Acres II tank is complete except for a few minor items. The tank will be disinfected and filled and tested for contaminants over the next few weeks so that it can be put into service. Once the new tank is in service, the existing Carla Acres tank will be drained so that a hydro-dynamic mixing system can be installed in that tank. Once that work is complete and both tanks are filled, they will work in tandem to provide over 400,000 gallons of additional storage capacity to the 220 North water system.

***Baker Secondary Water Source Project*** – Logan Moyers shared good news with board members that the District had received final written authorization from the State Conservation Committee (SCC) for the

drilling of test wells to determine the viability of utilizing groundwater as a secondary source for the Baker water system. It is anticipated the test wells phase of the project will cost the District approximately \$300,000. The Hardy County Commission provided \$150,000 and the District sought and received another \$150,000 in matching grant funds from WVIJDC to fully fund the test wells phase of the project. The District is currently scheduling dates for the well drillings, however the State Conservation Committee stipulated as part of its authorization to proceed, that it must be given a 30-day notice prior to any drilling work, so Moyers anticipates the test drilling will likely not occur until May.

***Town of Moorefield Water Purchase Contract*** – There were no updates on the status of the District’s water purchase contract with the Town of Moorefield.

***New Business:***

***Source Water Protection Plan*** – The State of West Virginia requires all surface water systems that produce their own water to maintain a Source Water Protection Plan (SWPP) in an effort to prevent potential source water contamination and to have a contingency plan in place in the event contamination occurs. These plans must be reviewed and updated every three years and the District’s plan for the Baker water system is due for an update this year. As part of the plan update, the District must hold a meeting of its Source Water Protection Team, which is made up of stakeholders who play a role in the prevention of or the response to a contamination event, to discuss and implement any necessary updates to the District’s plan. The District’s Source Water Protection Team met prior to the March board meeting and discussed potential plan updates. Additionally, the District must hold a public meeting to allow for public participation and input in the plan update. The District’s public meeting for its SWPP update was advertised and held as part of its regular March board meeting, however no members of the general public were present. Jerry Dotson, Source Water Protection Specialist with the WV Rural Water Association and Monica Whyte, Environmental Resources Specialist with the WV Department of Health, both of whom are members of the District’s Source Water Protection Team, were in attendance at both meetings and assisted the District in making necessary updates to the SWPP. Since the last SWPP update, the District has added an early warning monitoring system on its primary water source and is currently working to develop a secondary water source for the Baker system, both of which were brought about in part due to recommendations formulated in the development of the District’s SWPP. Moyers asked Jerry Dotson to assist the District in evaluating the data that has been compiled from the early warning monitoring system and to help fine-tune the alarm setpoints so that District staff is better alerted to any abnormal conditions that could be an indicator of potential hazards in the Baker system’s source water. Mr. Dotson agreed to assist the District in this effort and will work with Moyers to do so over the coming months.

No members of the general public were present at the meeting.

There being no further business, Robert Harper made a motion that the meeting be adjourned. Rose Helmick seconded the motion. The meeting was adjourned at 5:23 p.m.

The next regular scheduled board meeting will be held ***April 3, 2024, 4:30 p.m.*** at the office of the PSD located at 2094 US 220 South, Moorefield, West Virginia.

  
Robert Harper, Chairman